

SANDY CITY
APPROVED POSITION SPECIFICATIONS

I.	<u>Position Title</u> Lifeguard Supervisor (Seasonal)	<u>Revision Date:</u> 02/14
		<u>EEO Category:</u> Paraprofessional
		<u>Status:</u> Non-exempt
		<u>Control No:</u> 50911

II. Summary Statement of Overall Purpose/Goal of Position:

Under the general supervision of the Pool Manager, organizes and supervises lifeguard and pool activities and participants.

III. Essential Duties:

- Identify and supervise necessary preparations for all special aquatic events.
- Implement, monitor, and staff assigned programs to ensure the safety and success of program and participants.
- Ensure a healthy and safe environment in compliance with County Health regulations.
- Compile weekly and monthly statistics on all assigned activities and keep accurate program records.
- Participate in the pool risk management and safety program by regular inspection and maintenance of activity site and scheduled emergency drills.
- Supervise the preparation, distribution and enforcement of pool and program rules and regulations.
- Participate in hiring, training, promoting, disciplining and terminating of assigned employees.
- Inventory all activity equipment and supplies.
- Assist with the investigation of complaints, questions and concerns related to assigned activities.
- Monitor and supervise the swimming pool, pool area, locker rooms and hallways.
- Respond quickly and efficiently to all emergency situations.
- Work as a team member to monitor and ensure patron and staff safety.

IV. Marginal Duties:

- Perform other duties as assigned.

V. Qualifications:

Education/Experience: High School diploma or equivalent preferred. Must be 16 years or older. Experience supervising aquatic personnel, and two years of life guarding preferred.

Certificates/Licenses: Current certification in American Red Cross CPR for the Professional rescuer and Lifeguard Training. Must successfully complete oral, written and practical water exams.

Knowledge of: Sports programs (in depth knowledge required of assigned sports); principles of recreational programming; leadership, team building and ability to be self-motivating; budgeting, scheduling and evaluations; proper English usage, spelling and vocabulary.

Responsibility for: Great responsibility for the care, condition and use of facilities, materials, equipment, tools, etc.; great responsibility for making decisions affecting the activities of people including responsibility for worker motivation and satisfaction. Must have ability to react responsibly in an emergency situation.

Communication Skills: Contacts requiring tact and judgment to avoid friction and to handle complaints; frequent contacts involving the carrying out of programs and schedules requiring the influencing of others to obtain desired result; outside contact with public presenting; ability to communicate effectively with all age

groups; ability to enforce pool regulation in a firm manner while maintaining good public relations.

Tool, Machine, Equipment Operation: Use of general office equipment including regular use of a telephone; use of specialized equipment related to the assigned activity/sport.

Analytical Ability: Follow written and verbal instructions.

VI. Working Conditions:

Physical Demands: Moderate mental pressure and fatigue exist during a normal workday due to exposure to outside elements and resolution of interpersonal conflicts; moderate physical exertion is present because of job requirements; physical ability to carry out a water rescue, must be able to move up to 50 lbs.

Work Environment: Extensive outdoor work with frequent exposure to sun, heat, and wet/humid conditions. Frequent work in coordinating and directing programs. The noise level is usually moderate. Requires some evening, weekend, and holiday work.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY:_____

DATE:_____

PERSONNEL DEPT. APPROVED BY:_____

DATE:_____